



DEPARTMENT OF PUBLIC UTILITIES SAFETY POLICY MEMORANDUM

POLICY NUMBER: 11	DATED: April 17, 2002
TITLE: Bloodborne Pathogens	APPROVED BY: Martin McIntyre

REFERENCE

Title 8, California Code of Regulations, Chapter 4, Subchapter 7, Section 5193

City of Fresno Injury and Illness Prevention Program

POLICY

Departmental Divisions must make a blood exposure determination to determine if any employee is "reasonably anticipated" to contact blood or other potentially infectious materials. Such potential contact would require a written risk mitigation plan. Employees who work in or frequent areas of potentially infectious materials shall comply with the Departments Safe Work Practices contained in this policy.

EXPOSURE DETERMINATION

See appropriate Appendix. Administration Division has determined that they do not have an exposure.

Appendix A. Wastewater Management Division

Appendix B. Sewer Maintenance Division

Appendix C. Water Division

Appendix D. Solid Waste Management Division

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METHODS OF COMPLIANCE WITH DEPARTMENT SAFE WORK PRACTICES

General

Wastewater and solid waste contains body fluids and other potentially infectious material, therefore, extreme care in handling it will be exercised. Contact will be limited to the fewest number of personnel possible to accomplish a task. The Solid Waste Management Division is not authorized to collect or transport, knowingly, any items that have been categorized as "regulated waste" or "biohazard", or that has the potential for containing bloodborne pathogens.

Engineering and Work Practice Controls

The following controls will be used to minimize employee exposure:

The cleaning of hands immediately, or as soon as feasible, after removal of gloves by the use of antiseptic cleanser in conjunction with clean paper towels.

The washing of hands and any other skin with antiseptic cleanser and water immediately or as soon as feasible following contact with blood or other potentially infectious material. Staff shall also wash hands after:

After removing Personal Protective Equipment.

After handling potentially infectious materials.

After cleaning or decontaminating equipment.

After using the bathroom.

Before eating.

Before and after handling or preparing food.

Needles or other sharp objects shall not be handled.

Eating, drinking, smoking, applying cosmetics, and/or contact lenses will be prohibited in work areas where contaminants pose a risk.

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Food and drink shall not be kept in ice chests, refrigerators, freezers, shelves, cabinets or on counter tops where blood or other potentially infectious materials are present.

All procedures for sampling and/or analysis shall be performed in such a manner as to minimize splashing, spraying, spattering, and generation of droplets. This will be accomplished by the slow and careful transfer of all potentially infectious liquids.

All potentially infectious materials shall be placed in a clearly marked container which prevents leakage during collection, handling and transporting.

All containers used for collection, handling, and transporting will carry the infectious waste symbol indicating a possible biohazard.

If outside contamination of the primary container occurs, the primary container shall be placed within a second container which prevents leakage during handling and transporting.

Equipment which may become contaminated will be decontaminated as necessary.

Once samples are analyzed, they will be decontaminated for at least one hour at 121EC at a pressure of 15 psi or until sterilization indicator strips are positive for complete sterilization.

Reporting Potential Exposure

All direct contact by staff with potentially infectious material will be reported to their supervisor prior to the end of the shift that the employee is working.

Supervisors will:

Complete the "Worker Compensation Preliminary Report" (Appendix E).

Document the route of exposure and the circumstances under which the exposure incident occurred.

Identify and document the source individual in instances of direct exposure to blood or other potentially infectious materials, where possible.

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Transport the exposed employee to a medical treatment facility so that blood can be collected and tested after consent is obtained.

Notify:

Section Chief of affected employees.

The City Safety Officer.

The Department Safety Officer.

The Division Safety Officer.

Provide the medical treating facility with a copy of this Appendix, a description of the exposed employees duties, and Title 8, California Code of Regulations, Section 5193.

Request that the doctor provide a written opinion within ten days. Provide a copy to the employee within fifteen days.

PERSONAL PROTECTIVE EQUIPMENT

The following equipment will be made available to each employee and shall be utilized whenever a potential contact with bloodborne pathogens or other infectious material may exist.

Disposable gloves; for single use only.

Masks and face shields.

Protective body clothing (e.g., lab coats, aprons, rubber boots, etc.).

Contaminated personal protective equipment will be placed in red containers labeled with an appropriate biohazard warning label.

HOUSEKEEPING

All work sites and equipment shall be maintained in a clean and sanitary condition.

HEPATITIS B VACCINATION AND POST-EXPOSURE EVALUATION AND FOLLOW UP.

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The Hepatitis B vaccine shall be available to all employees who have occupational exposure. A post-exposure evaluation and follow-up shall be available to all employees who have had an exposure incident.

Work areas shall be disinfected after use by washing with dilute chlorine bleach or equivalent anti-viral agent.

Sample containers shall be disinfected after use by washing with dilute chlorine bleach or by autoclave sterilization.

HEPATITIS B VACCINATION. The Hepatitis B vaccine shall be:

Available after an employee has received training and within 10 days of initial assignment and prior to working where there is a possibility of exposure.

If an employee initially declines the vaccine, but changes his/her mind, the vaccine shall be made available.

An employee who declines the vaccine must sign a statement of declination to indicate that training was provided and that knowledge of the risk is acknowledged.

POST-EXPOSURE EVALUATION. Following a report of an exposure incident, a medical evaluation shall be made available to the employee. This will include:

Blood test to determine HBV and HIV infection.

Provide post-exposure prophylaxis, when medically indicated.

Provide counseling, when medically indicated.

TRAINING

Training shall be accomplished according to the following schedule:

Within 10 days of initial assignment and prior to working where there is a possibility of exposure.

Annual refresher training is required.

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APPENDIXES

- A - Wastewater Management Division
- B - Sewer Maintenance Division
- C - Water Division
- D - Solid Waste Management Division
- E - City Of Fresno, Hepatitis B Vaccination Program

APPENDIX A
WASTEWATER MANAGEMENT DIVISION

Job Classifications Affected

The following is a list of all job classifications that have occupational exposure:

Industrial Waste Inspectors

Laborer

The following is a list of all job classifications in which employees have some occupational risk:

Supervising Environmental Control Officer

Environmental Control Officer

Laboratory Technicians

Senior Laboratory Technicians

Laboratory Supervisor

Wastewater Treatment Operators

Senior Wastewater Treatment Plant Operators

Wastewater Treatment Operations Supervisors

Wastewater Treatment Plant Mechanics

Wastewater Treatment Plant Lead Mechanics

Wastewater Treatment Maintenance Supervisor

Student Aides (working in the Environmental Services, Maintenance or Operations Sections)

Staff Assistant

The following is a list of tasks performed by personnel in which occupational exposure could occur:

Direct sampling of wastewater from medical treatment facilities, laboratories, and correctional facilities.

Direct sampling of wastewater from septic haulers with points of origin at medical treatment facilities, laboratories, and correctional facilities.

Inspections of the premises of medical treatment facilities, laboratories, and correctional facilities.

Performing flow studies from the discharges of medical treatment facilities, laboratories, and correctional facilities.

Analysis of samples drawn from medical treatment facilities, laboratories, and correctional facilities.

Repairing, replacing or maintaining equipment in which "sharps" materials (e.g., syringes, needles, etc.) containing potentially infectious materials may be located.

Working with or around disposal containers (e.g., waste bins at the headworks) that could contain sharps.

Applying first aid where blood is present.

APPENDIX B
SEWER MAINTENANCE DIVISION

Job Classifications Affected

The following is a list of all job classifications that have occupational exposure:

Sewer Worker I/II

Laborer

Maintenance Service Worker

Sewer Leadworker

Supervisor I/II

The following is a list of all job classifications in which employees have some occupational risk:

Sewer Maintenance Manager

Senior Account Clerk

Staff Assistant

The following is a list of tasks performed by personnel in which occupational exposure could occur:

Exposure to raw sewage when working on sewer lines

Exposure to raw sewage tracked into working area

APPENDIX C WATER DIVISION

Job Classifications Affected.

The following is a list of all job classifications that have occupational exposure:

Water Conservation Inspector

Safety Officer

Water Distribution Classifications

The following is a list of all job classifications in which employees may have some occupational risk:

The following is a list of tasks performed by personnel in which occupational exposure could occur:

Inspecting for water leaks in homes

When opening metering boxes

When inadvertently working near sewage lines

APPENDIX D
SOLID WASTE MANAGEMENT DIVISION

Job Classifications Affected

The following is a list of all job classifications that have occupational exposure:

Waste Collector Leadworker

Waste Collector I/II

The following is a list of all job classifications in which employees may have some occupational risk:

Laborer

Waste Container Maintenance Worker

Solid Waste Management Supervisor I

Solid Waste Chief of Operations

The following is a list of tasks performed by personnel in which occupational exposure could occur:

Cleaning of compactor area of trucks that have carried refuse

Unloading refuse trucks

Moving bins of refuse

Cleaning bins of refuse

Repairing, replacing or maintaining waste container equipment in which "sharps" materials (e.g., syringes, needles, etc.) and potentially infectious materials may be located

Working with or around disposal containers that could contain sharps and potentially infectious materials

Applying first aid where blood and other bodily fluids are present.

APPENDIX E
CITY OF FRESNO
HEPATITIS B VACCINATION PROGRAM

I understand that due to my occupational exposure to blood and other potentially infectious materials, I may be at risk of acquiring Hepatitis B virus (HBV) infection.

I have been given a copy and have read, or have had explained to me the information contained in the Vaccine Information Pamphlet(s) or the appropriate Important Information Statements about the diseases and vaccines. I have had a chance to ask questions which were answered to my satisfaction. I believe I understand the benefits and the risks of the vaccine.

At this time:

1. _____ I request that I be provided the vaccine.

2. _____ I decline the vaccine.

I understand that if, in the future, I continue to have occupational exposure to blood or other potentially infectious materials and want to be vaccinated, that I can receive the vaccination series at no charge to me.

Printed Name	Signature
Date	Dept/Div /Public Utilities